

WESTERN COVENTRY FIRE DISTRICT

**1110 Victory Highway, Greene, Rhode Island 02827 Phone (401)
397-7520, Fax (401) 397-1084, www.wcfd.net**

Board of Directors Meeting

Thursday, 27 October, 2016, 7:00 P.M.

meeting took place at the above address

UNOFFICIAL MINUTES

(Posted 21 October, 2016)

Members Present

John Humble Joan Smith

Robert Hevey Chief Quattrini

Jonathan Farnum Cheryl Wilcox

Steve Bousquet Glen Underwood

Lt. Quattrini

Excused Capt. Mann

Richard Holt

WCS Mays, III

1. Call to Order and Attendance – the Chairman called the meeting to order at 7:03 p.m.

2. Emergency evacuation procedure announcement – The Chief reviewed the emergency evacuation procedure.

3. Confirmation of required meeting posting and quorum – the Chairman confirmed that there is a quorum present and the meeting was posted in all required locations.

4. Acceptance of meeting minutes of 15 September, 2016 BOD meeting – a motion is made by Mr. Farnum and seconded by Mr. Bousquet to accept the September 15, 2016 minutes. All Voted aye. Motion carried.

John Humble – aye

Jonathan Farnum – aye

Steve Bousquet – aye

Robert Hevey – aye

5. Chief's Report to include:

1. Department's operational activity and management for the month of September, 2016 There were 11 fires in September, 40 rescues, and 3 trainings. Live Burn (Ladders, hose lines, search & rescue)

2. Truck Checks – SCBA

3. EPCR (electronic patient care reporting)

a. Mutual Aid Report

b. Apparatus usage/maintenance report.

c. Update of dry hydrant installation efforts.

d. Update of wind turbine activity/training – training for wind turbines

will take place in a couple of weeks.

e. Awareness of solar energy collection projects in and around the District.

f. E-Dispatch transmission concerns.

g. Joint efforts in pursuit of grants for Fire Alarm computerization and software upgrades.

h. Update of forecasted Rescue Recovery collections and disbursements.

i. Department truck committee report.

September 26, the boilers were inspected by the Division of Occupational Safety.

Rescue 9 is back in service from the Town of Foster.

New EMT Protocols are out for review. Members will be going through training on the updates.

The 3-sets of Turn Out Gear we purchase will be in next month.

We have a new generator at the Waterman Hill radio site.

The Truck Committee met with the Chief on September 17 to review their final truck specs.

Dry hydrant is in service on Hammet Road.

A motion was made by Mr. Hevey and seconded by Mr. Farnum to accept the Chiefs report.

The Chief attended the Planning Commission meeting last night regarding the solar farm. The Planning Commission denied the application and the solar farm is off the table.

All voted aye. Motion carried.

John Humble – aye

Jonathan Farnum – aye

Steve Bousquet – aye

Robert Hevey – aye

6. Treasurer's Report to include the District's financial accounting activity for the months of August (tabled last meeting) and September, 2016 – the only thing significant was the Fire Alarm payment share. Budget is tracking well.

Motion to approve September Treasurers report was made by Mr. Farnum and seconded by Mr. Hevey. All voted aye. Motion carried.

John Humble – aye

Jonathan Farnum – aye

Steve Bousquet – aye

Robert Hevey – aye

The Treasurer doesn't see any need to create another fund for grants. If it were a grant that would exist over years, then he may think it's necessary. The responsibility for managing FEMA funds is with the department. He suggests bringing it up at next year's meeting with the auditors.

Motion to approve August Treasurers report was made by Mr. Farnum and seconded by Mr. Hevey. All voted aye. Motion carried.

John Humble – aye

Jonathan Farnum – aye

Steve Bousquet – aye

Robert Hevey – aye

7. Draft and approve a resolution for BOD support of SAP 7000.1 Banking Authority and Authorized Signatures – under our SAPs we would be opening a new account. Another direction is open another account in another bank. The Treasurer would prefer to stay with one bank. Accepted Treasurers recommendation that a resolution is not needed.

8. Tax Collector's Report to include tax collection activity for the month of September, 2016 – Starting balance 72,487.72; New receivables mailed for 588,591.09; payments 35,367.90; penalties 1,640.63; Uncollected 625,187.14.

A motion is made by Mr. Hevey and seconded by Mr. Bousquet to approve the Tax Collectors report. All voted aye. Motion carried.

John Humble – aye

Jonathan Farnum – aye

Steve Bousquet – aye

Robert Hevey – aye

9. Clerk's comments – n/a

10. SAP Committee Report – n/a

a. Next SAP Committee meeting scheduled for 1 December, 2016.

b. Note any recommendations made at this meeting for SAP revisions or additions.

11. Schedule for next review of WCFD By-Laws in preparation for 2017 annual meeting – table to next agenda.

12. Authorize 3 November, 2016 use of Summit Station by CPD and CDHS for presentation of a public outreach program regarding the proposed complex in Question 8 – WCFD is not endorsing the project will allow a public meeting to be held at the station at no cost. A motion is made by Mr. Hevey and seconded by Mr. Bousquet. All voted aye. Motion carried.

John Humble – aye

Jonathan Farnum – aye

Steve Bousquet – aye

Robert Hevey – aye

13. New Business – a truck committee was formed to replace a 1986 Mack Tanker. Capacity to move water off the truck does not meet current standard. Capt Mann chairs the committee. NFPA requires certain things on a truck. The truck doesn't have anything more than needs. Four vendors were met. Cab 96 to 100 inches, holds six members, rollover protection, no power windows or am/fm radio, pump size 155 gpm, tank size 2500 gallons, 50 gl class a foam, 800 ft hose. This is the truck that will be here 50 years from now. Capacity of engine 18 and tanker 8 is 2500 gl. If BOD approved, put out to bid come back in mid January and put in packet at the annual meeting. All vendors will hold bid until the annual meeting. Mr. Humble would like to make sure the need is there. Mr. Hevey asks if it be perceived as too much. Have enough information so it isn't perceived that way. Take an inventory of tankers in the area to see what other fire departments are running. The reason it is as big is because it is carrying a lot of water. Other concern that this will become first line attack piece. Is it going to fit in long driveways? It will only be about 3 feet longer than the engine. Mr. Hevey would put in the specs to address needs of the district. The turning base will be smaller. Mr. Hevey says the standard model has custom items.

14. Open Forum – Capt Gardner retired from the fire department. Russ Lacaillade was promoted to Captain. He and Capt Mann are overseeing the maintenance division. They will provide monthly

maintenance reports/repairs and service. Capt Lacaillade will be overseeing training and data base.

Mr. Hevey says that the Greene solar neighbors asked for help to steer Planning Commission. One of the things in the research was seeing the John Leyden solar operation. The WC fire department made no demands during the permitting process and went to the company afterwards and they were told they weren't needed. There wasn't a good relationship between the builder and the fire company. The Chief said that the Greene solar builders had all NFPA covered.

The Chief says that there have been some computer issues. He asked if he needs approval for Mr. Hevey to come in and work on the issues. Mr. Humble asks if the projector can also be worked on.

15. Schedule next BOD meeting – 11/17/16

16. Adjournment – a motion is made by Mr. Hevey and seconded by Mr. Farnum to adjourn the meeting at 8:54 p.m. All voted aye. Motion carried.

John Humble – aye

Jonathan Farnum – aye

Steve Bousquet – aye

Robert Hevey - aye